



Montana
Office of Public Instruction
Denise Juneau, State Superintendent

opi.mt.gov

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TO: Test Coordinators in Systems with High Schools
FROM: Judy Snow, State Assessment Director
RE: ACT Plus Writing Implementation Pilot for Montana Juniors
DATE: October 3, 2011

In the spring of 2012, some Montana juniors will have the opportunity to take the ACT Plus Writing on a school day in their high schools. The test will be provided for these students without cost. This is because the Montana GEAR UP (Gaining Early Awareness and Readiness for Undergraduate Programs) Program just received a \$28 million grant. Included in that grant is an implementation pilot of the ACT Plus Writing to determine the feasibility of all juniors taking the test in their high schools. The pilot will be administered in a sample of Montana high schools. Students who participate in the pilot will receive their scores for the assessment and may have them sent to potential colleges/universities.

The Office of Public Instruction (OPI) will administer the pilot, and seeks a sample of variously sized and located high schools to participate. To participate

- Your district will designate specific personnel to be trained to administer the test and handle the materials. Most training will be online. Additional training will be offered at a January 18, 2012 pre-session at the assessment conference in Helena.
- Your personnel must be present to receive and inventory the secure materials and return them to ACT. Please see the table below.
- Your personnel will administer the tests. Please see the table of dates below.

Stipends/grants for specific personnel will be available for time and travel.

Below are tentative dates. Please check your calendar.

Date	Event
The week of April 16, 2012	Secure test materials arrive at schools. Testing personnel must be available to receive, inventory, and secure the materials. (If a school is on break that week the materials may be shipped the week of April 9.)
April 24, 2012	Test date
April 25 – May 8, 2012	School may choose a date to administer the test to students requiring accommodations.
May 8, 2012	Makeup date for students who missed the April 24 date. This date is also the final day to test students who require accommodations

We hope the dates work for you and that your high school(s) will consider participating. Please consult with your high school principal(s). If your high school is interested in participating, please contact Debbie Casey at OPI, 406-444-3511 or dcasey@mt.gov
Thank you.